



WASHOE COUNTY

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CM/ACM
Budget
DA
Comptroller
HR N/A
Other N/A

STAFF REPORT BOARD MEETING DATE: March 22, 2016

DATE: March 4, 2016
TO: Board of County Commissioners
FROM: Al Rogers, Management Services Director
(775) 328-2017, arogers@washoecounty.us
THROUGH: John Slaughter, County Manager

SUBJECT: Approve and adopt Resolution creating the Gerlach/Empire Citizen Advisory Board that will provide feedback to the Washoe County Board of Commissioners on planning, public safety and community issues and consist of 5 At-Large Members, and 2 At-Large Alternates positions, appointed by the County Commissioner for District 5 that together represent a broad area within the district; approve Resolutions necessary for the same. (Commission District 5.)

SUMMARY

The Board gave direction to staff at the February 9, 2016 Board of County Commissioners meeting to activate the Gerlach/Empire Citizen Advisory Board and to begin the appointment process and establish a meeting schedule.

Washoe County Strategic Objective supported by this item: Stewardship of our community.

PREVIOUS ACTION

February 9, 2016. Board directed staff to present item for consideration of adoption a Resolution creating a Gerlach/Empire CAB.

October 27, 2015. Board took no action on this item

August 11, 2015. Board approved activating the Sun Valley Citizen Advisory Board.

June 9, 2015. Board approved updated by-laws to reflect the approved CAB structure and purpose for FY 2015-2016.

May 12, 2015. Board approved CAB structure for FY 2015-2016, program changes and a community forum program.

April 14, 2015. Board direction to staff on the Citizen Advisory Board program structure.

December 17, 2014. Board approval to amend membership to the Warm Springs CAB.

October 14, 2014. Board approval to increase East Truckee Canyon membership to 5 Members and 2 Alternates.

July 9, 2013. Board approval of the second reading Washoe County Code Chapter 5.429 Amendments.

June 25, 2013. First reading Washoe County Code Chapter 5.429 amendments changing

AGENDA ITEM # 6H3

the methods of recruitment and appointment of members, changing the method of filling vacancies, creating alternatives for the selection of officers, eliminating the office of secretary-treasurer, changing the terms of office of members.

June 11, 2013. Board initiated proceedings to amend Washoe County Code, Chapter 5.

May 23, 2013. Board action to create 9 Citizen Advisory Boards replacing the previous 15 (1 inactive) boards.

April 23, 2013. Continuation of April 9 discussion and direction to staff to bring back 9 Citizen Advisory Boards for consideration.

April 9, 2013. Continuation of March 26, 2013 County Commission discussion on Citizen Involvement Revitalization Project specific to proposed advisory board structure and general direction for creation of up to nine advisory boards.

March 26, 2013. Report of Citizen Involvement Revitalization Project results, options for improvement for citizen involvement and proposed advisory board structure.

January 8, 2013. Status report to the Washoe County Board of Commissioners.

December 11, 2012. Board action to continue the Citizen Involvement Revitalization Project through March 31, 2013.

July 26, 2012. Board action to hold community forums in Citizen Advisory Board (CAB) areas in order to gather feedback on improvements to citizen involvement.

June 12, 2012. Board action to implement the Citizen Involvement Revitalization Project.

June 22, 2010. Board action to separate West Truckee Meadows and Verdi CABs.

June 9, 2009. Board action to suspend the Central CAB and recommend merging Verdi and West Truckee Meadows CAB (Approved 612312009).

May 23, 2008. Board action to decrease the number of CAB meetings from every month to every other month for a net decrease in costs of \$54,906.12.

July 8, 2008. Board action to merge Cold Springs and North Valleys CAB.

BACKGROUND

The Washoe County Citizen Advisory Board (CAB) program purpose, intent, and structure are established by direction of the Board of County Commissioners. The primary purpose of the Citizen Advisory Boards as approved by the Board of Commissioners is to review and collect feedback from neighborhoods on planning and, related issues.

Commissioner Herman and the citizens in the Gerlach/Empire area have expressed a renewed interest to continue a formal organization through which they can provide feedback and two-way discussion between community and elected officials and land use, planning, proposed development and related concerns within Washoe County's jurisdiction.

Recruitment and appointments will be made based on the Resolution that allows for appointments and the quarterly meeting schedule will be determined; allowing for one additional special Citizen Advisory Board meeting per fiscal year for a total of five for the Gerlach/Empire Citizen Advisory Board.

At the February 9, 2016 Board of County Commissioners meeting the Board directed staff to bring back a Resolution creating a Gerlach/Empire Citizen Advisory Board. The Gerlach/Empire CAB would expand total Citizen Advisory Board for Washoe County to 9 Citizen Advisory Boards. Following the same protocol as established by the previous action by the Board of County Commissioners in regards to scope and purpose, the Gerlach/Empire CAB could meet 4 times a year, and may have one additional special CAB meeting if needed. Resolutions to create the new Citizen Advisory Board are included in Attachment A. The Gerlach/Empire CAB boundary map outlining the CAB area is Attachment B.

FISCAL IMPACT

Proposed 2015-2016 fiscal year impact for the activation of the Gerlach/Empire CAB that includes allowing for four meetings annually plus one special meeting per fiscal year for a total of five meetings is an estimated to cost [\$2,475.] This amount is only for the contractual independent contractor agreement. The current contract allows for \$295.00 flat rate per CAB meeting plus an allowable extra 8 hours of supplemental responsibilities at \$25.00 per hour. FY 2015-2016 current fiscal impact for the proposed Gerlach/Empire CAB is estimated to cost \$495.00 allowing for one meeting in the current fiscal year. In FY 2016-2017 it is estimated that the Gerlach/Empire CAB will be allowed four meetings with one special meeting for a total of 5 meetings at an amount of \$495.00 per meeting (not including indirect support). This proposal does not include an increase in full-time permanent employees, but addresses resource gaps by increasing contractual duties based on 295.00 per meeting prep and \$25.00 per hour up to 8 hours for minutes for a total estimated contractual services cost of [\$2,475.] per year ongoing.

RECOMMENDATION

Recommendation to approve and adopt Resolution creating the Gerlach/Empire Citizen Advisory Board that will provide feedback to the Washoe County Board of Commissioners on planning, public safety and community issues and consist of 5 At-Large Members, and 2 At-Large Alternates positions, appointed by the County Commissioner for District 5 that together represent a broad area within the district; approve Resolutions necessary for the same.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be "Recommendation to approve and adopt Resolution creating the Gerlach/Empire Citizen Advisory Board that will provide feedback to the Washoe County Board of Commissioners on planning, public safety and community issues and consist of 5 At-Large Members, and 2 At-Large Alternates positions, appointed by the County Commissioner for District 5 that together represent a broad area within the district; approve Resolutions necessary for the same."

RESOLUTION

WHEREAS, The Washoe County Commission is dedicated to improving citizen involvement in Washoe County; and,

WHEREAS, The Washoe County Commission directed on May 12, 2015 to enact changes to the Citizen Advisory Board program that addresses the purpose of the program as an avenue to discuss neighborhood planning and development within Washoe County's jurisdiction; and

WHEREAS, Citizens in Washoe County Commission District 5 have expressed desire to continue a formal organization through which they can regularly communicate their concerns and views to the Washoe County Board of Commissioners; and

WHEREAS, Washoe County Commissioners wish to obtain information and advice on the concerns of citizens within District 5 on a regular basis; now, therefore, be it

RESOLVED, By the Board of County Commissioners of Washoe County, Nevada, that the Gerlach/Empire Citizen Advisory Board be established under Sections 5.425 to 5.435 inclusive, of the Washoe County Code; and be it further

RESOLVED, That the Gerlach/Empire Citizen Advisory Board's purpose is to provide feedback and two-way discussion between the community and elected officials on land use, planning, proposed development and related concerns within Washoe County's jurisdiction; and be it further

RESOLVED, That the Gerlach/Empire Citizen Advisory Board geographical area of responsibility shall include the area within Washoe County District 5 Commission District as more specifically defined on attached map; and be it further

RESOLVED, That the membership of the Gerlach/Empire Citizens Advisory Board consists of 5 at-large members, and 2 at-large alternate positions, appointed by the County Commissioner for District 5 that together represent a broad area within the District; and be it further

RESOLVED, That in addition to applications from individuals as described under Sections 5.425 to 5.435, inclusive, of the Washoe County Code, membership nominations may be made by homeowner associations, other neighborhood-based organizations and community groups; and be it further

RESOLVED, That the initial terms of office shall officially begin the date the District 5 County Commissioner appoint the members, but shall thereafter run from July 1 through June 30 of the appropriate years; and be it further

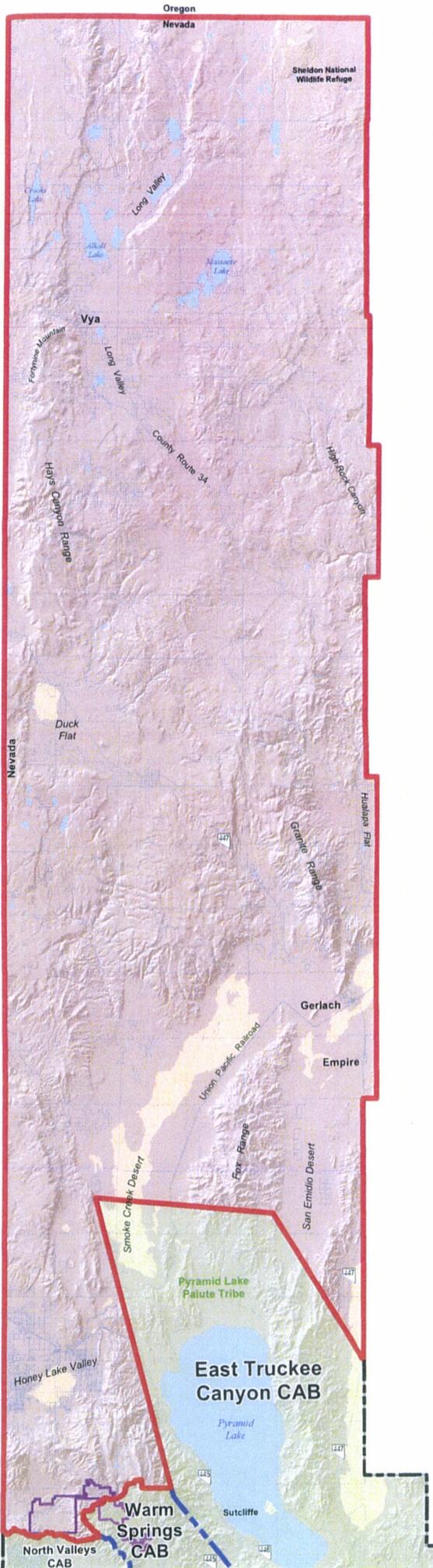
RESOLVED, By the Board of County Commissioners of Washoe County, Nevada, that the Gerlach/Empire Citizen Advisory Board shall be established effective March 1, 2016.

ADOPTED this 22nd day of March, 2016.

Kitty Jung, Chair
Washoe County Commission

ATTEST:

Washoe County Clerk



Washoe County
Citizen Advisory Boards

GERLACH/EMPIRE

- Gerlach/Empire CAB boundary
- Other CAB boundaries
- Washoe County boundary
- Other CAB Geographic Areas
- Dry Lakes
- Water Bodies
- Hillshade, 10 meter elevations

NOTE: THE SCALE AND CONFIGURATION OF ALL INFORMATION SHOWN HEREON ARE APPROXIMATE ONLY AND ARE NOT INTENDED AS A GUIDE FOR DESIGN OR SURVEY WORK. REPRODUCTION IS NOT PERMITTED WITHOUT PRIOR WRITTEN PERMISSION FROM THE WASHOE COUNTY COMMUNITY DEVELOPMENT DEPARTMENT.

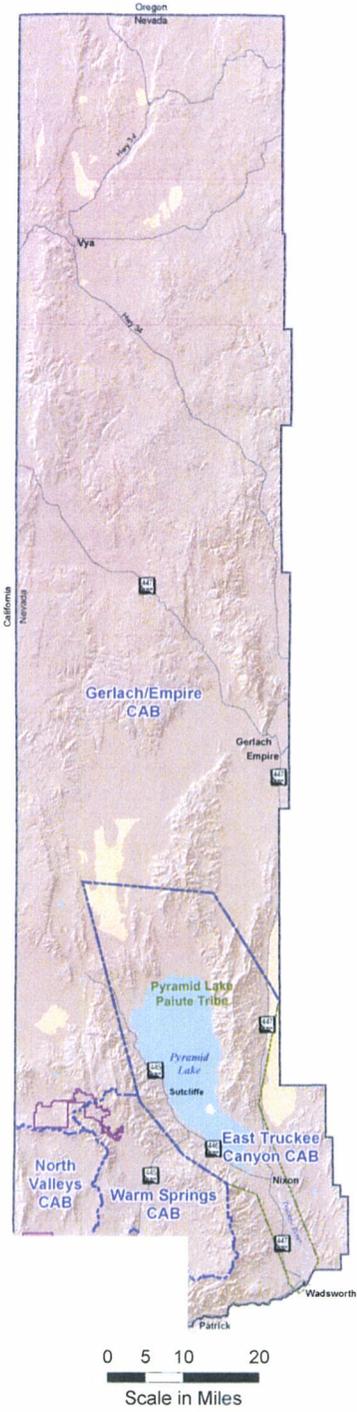
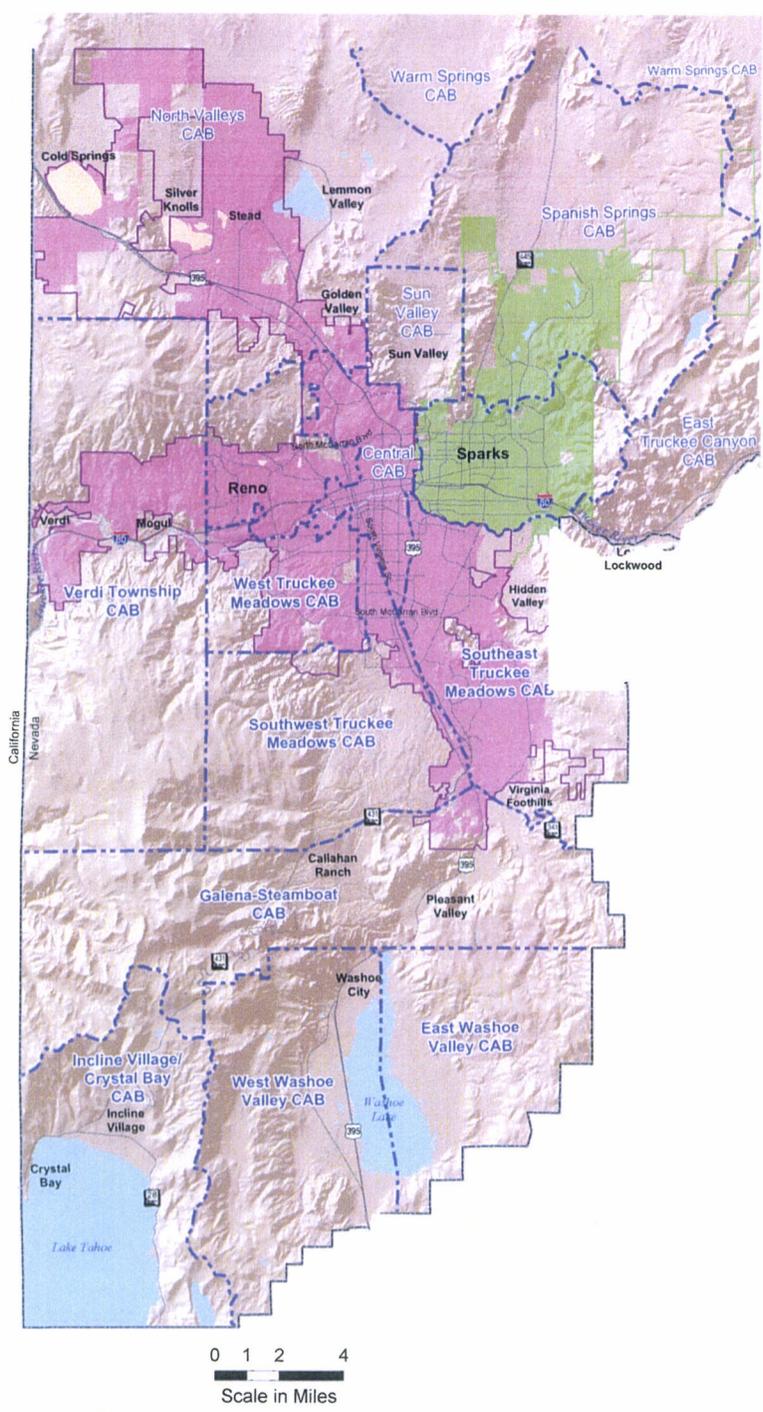




**Department of
Community Development**

**WASHOE COUNTY
NEVADA**

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WASHOE COUNTY CITIZEN ADVISORY BOARDS

- CAB boundary
- Washoe County boundary
- Pyramid Lake Paiute Tribe boundary
- City of Reno Sphere of Influence
- City of Sparks Sphere of Influence
- City of Reno
- City of Sparks
- Dry Lakes
- Water Bodies
- Hillshade, 10 meter elevations

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Scale Bars are shown below each map



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